

September 2024 Library Board of Trustees Meeting

North Castle Public Library

Monday, September 9, 2024 at 7:00 PM EDT to Monday, September 9, 2024 at 8:30 PM EDT

19 Whippoorwill Road East, Armonk, NY

Meeting Details: <https://northcastleny.zoom.us/j/84114894131>

Agenda

I. Call To Order

II. KG&D Presentation

Erik Kaeyer (AIA) and Brian Mangan (AIA) will present observations and recommendations from the Facility Assessment at Armonk as well as concept options and associated costs.

III. Approval of July 2024 Minutes

IV. Review Warrants

The Revenue/Expense Report for Warrants 7 (July) and 8 (August) are attached.

Total expenses were \$158,872.06 for July.

Total expenses were for \$44,848.22 August.

Thank you to Abbas Sura and Patrick Ricci for their support of NCPL!

V. Town Board Business Update

Councilmember Saleem Hussain will provide an update.

VI. Friends of the Library Update

Friends of the Library President David Fromm will provide an update.

The Friends Report for Warrants 7 (July) and 8 (August) are attached.

Expenses were \$6962.91 for July

Expenses were \$6029.00 for August

Thank you to the Friends for their continuing support!

VII. Long Range Plan

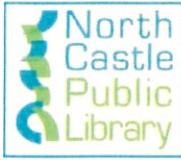
1. Marketing Vendor Competitive Analysis
2. Long Range Plan September 2024 Update

VIII. NCPL Updates

1. NCCC Ramp
2. Groundskeeper Position Update
3. Statistics and Programming Highlights
4. 2025 Budget

IX. For the Good of the Order

X. Executive Session



September 2024 Library Board of Trustees

Meeting Minutes

North Castle Public Library

Monday, September 9, 2024 at 7:00 PM EDT

@ 19 Whipoorwill Road East, Armonk, NY

Attendance

Present:

Members: Diane Borgia, Annie Gala, Kim Longo, Megan Wilt

Guests: Saleem Hussain – Liaison - NC Town Board, Kathryn Feeley - NCPL Director, Angela Cooke – NCPL Assistant Director, Erik Kaeyer (AIA) - KG&D, Brian Mangan (AIA) - KG&D, Deborah DeMasi - Community Member, David Fromm - Friends of the NCPL

Absent:

Members: Steve Harrison, Dean Roseti

I. Call To Order

The meeting was called to order by Kim at 7:02 pm. The KG&D Presentation was recorded.

II. KG&D Presentation

Erik Kaeyer (AIA) and Brian Mangan (AIA) will present observations and recommendations from the Facility Assessment at Armonk as well as concept options and associated costs.

Erik Kaeyer (AIA) and Brian Mangan (AIA) presented the detailed findings from the Facility Assessment at Armonk as well as concept options and associated costs. The presentation included:

- The Master Plan Process to Date - Armonk
- Engineering Visual Inspections - Observations and Recommendations
- Architectural Visual Inspections - Observations and Recommendations
- Design Options and Inspirational images
- Design Options Program Analysis Spreadsheet
- Budget Estimating
 - Infrastructure Improvements
 - Renovation and Expansion Options
- Next Steps

The architects also provided their recommendation for prioritizing the recommended projects.

The presentation was followed by a question and answer session.

Follow-up items include:

- Canvas other local communities to compare their library's investments with the KG&D recommendations.
 - Kathryn will speak to other library directors to learn what has been done and what is in their pipeline.
 - Balance these investments with the size of the communities.
- The Trustees will conduct a working session to review in detail the recommendations and in alignment with the Library Long Range Plan.

The presentation and recording will be shared with the Friends.

III. Approval of July 2024 Minutes

 [July 2024 Library Board of Trustees Meeting Minutes.pdf](#)

 [July 2024 Library Board of Trustees Meeting - Executive Session Minutes.pdf](#)

The July minutes will be updated to reflect that Diana Wendell - NCPL staff attended remotely.

Motion:

Motion to accept the July 2024 meeting minutes, and minutes of the Executive session with the noted update.

Motion moved by Megan Wilt and motion seconded by Annie Gala. The motion was approved by all Trustees present.

IV. Review Warrants

The Revenue/Expense Report for Warrants 7 (July) and 8 (August) are attached.
 Total expenses were \$158,872.06 for July.
 Total expenses were for \$44,848.22 August.
 Thank you to Abbas Sura and Patrick Ricci for their support of NCPL!

 [Lib Rev n Exp July 2024.pdf](#)

 [Lib Rev n Exp Aug 2024.pdf](#)

Kathryn provided explanations on increases in library processing charges, maintenance and water bills. The funds for the Truss were returned to the library budget.

Motion:

Motion to approve the July 2024 and August 2024 warrants.

Motion moved by Diane Borgia and motion seconded by Megan Wilt. The motion was approved by all Trustees present.

V. Town Board Business Update

Councilmember Saleem Hussain will provide an update.

Saleem reviewed upcoming dates including the Art Show. He also updated the Trustees about the Open Space Committee activities and reviews of the battery storage system code.

VI. Friends of the Library Update

Friends of the Library President David Fromm will provide an update. The Friends Report for Warrants 7 (July) and 8 (August) are attached. Expenses were \$6962.91 for July
Expenses were \$6029.00 for August
Thank you to the Friends for their continuing support!

 [Friends Report July 2024.pdf](#)

 [Friends Report August 2024.pdf](#)

David Fromm did not present a report.

VII. Long Range Plan

1. Marketing Vendor Competitive Analysis
2. Long Range Plan September 2024 Update

 [NCPL Library Marketing Vendor Analysis.docx](#)

 [q3-2024-ncpl-long-range-plan.pdf](#)

1. Marketing Vendor Competitive Analysis :

Annie reviewed the Marketing Vendor Competitive Analysis she conducted. Kathryn and Angela both agree with Annie's recommendation.

Follow-up questions for Annie and Kathryn:

- What is the difference in cost from current budget and is there funding in the 2025 budget for the changes?
- Does the recommended technology follow best practices for data security and privacy?

2. Long Range Plan September 2024 Update

Upon review, the Trustees requested additional details to support accomplishments in the 2023-2024 Long Range Plan Status Report. Kathryn will share a new draft with Diane and Annie. Approval of the final report is planned for the October Trustee meeting.

VIII. NCPL Updates

1. NCCC Ramp
2. Groundskeeper Position Update
3. Statistics and Programming Highlights
4. 2025 Budget

1. NCCC Ramp - The construction company is correcting the railing height error.
2. Groundskeeper Position Update - The Town has the Armonk Library on their regular schedule.
3. Statistics and Programming Highlights - It was a very busy summer with 327 programs. The Summer Reading program was extremely successful. Over 800 people signed up.
4. 2025 Budget - The budget was submitted. It included requests for addition funding for FT staff, evening hours for 2025, and a slight increase in PT hours. The budget can be adjusted until October. Pressing budget requests for priority items from audit can be added. The Trustees requested a copy of the budget for review.

IX. For the Good of the Order

Deborah requested information on what funding is provided by the Friends. Kim provided the explanation.

X. Executive Session

Motion:

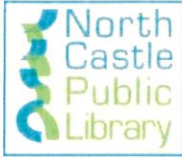
Motion to go into Executive Session at 9:28 pm to discuss the Director's Annual Review.

Motion moved by Megan Wilt and motion seconded by Annie Gala. The motion was approved by all Trustees present.

Motion:

Motion to end the Executive Session and the Trustee meeting at 9:48 pm.

Motion moved by Megan Wilt and motion seconded by Annie Gala. The motion was approved by all Trustees present.



Trustee Executive Session Minutes

North Castle Public Library
Monday, September 9, 2024 at 9:25 PM EDT
@ 19 Whippoorwill Road East, Armonk, NY

Attendance

Present:

Members: Diane Borgia, Annie Gala, Kim Longo, Megan Wilt

Guests: Deborah DeMasi - Community Member

Absent:

Members: Steve Harrison, Dean Roseti

- I. Review results of Director evaluation

Motion:

Motion to enter the Executive Session to discuss the Director evaluation at 9:28 pm.

Motion moved by Megan Wilt and motion seconded by Annie Gala. The motion was approved by all.

Megan led the Trustees who were present through a summary of the Director evaluation. The Trustees agreed with the assessment. Opportunities for improvement were identified, including areas where the Trustees need to become more familiar with the Director's activities.

The following action items will take place in September:

1. Kim and Megan will discuss the evaluation with the Director providing examples and the numerical assessments.
2. The Trustees will recommend to the Town Board that the Director compensation for 2025 should be increased.
3. Kim will request a copy of the 2025 budget proposal that was submitted. The increase needs to be included in that budget.

Motion:

Motion to exit Executive Session and return to the meeting at 9:48 pm.

Motion moved by Megan Wilt and motion seconded by Annie Gala. The motion was approved by all.

Town of North Castle
Statement of Revenues and Expenditures - Compared to Budget
Year (2024) Period (9)

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| Account | Account Description | Budget | MTD Actual | YTD Actual | % Used | Remaining |
|------------------------------------|---------------------------|-----------------------|----------------------|-----------------------|----------------|-----------------------|
| L00 Library | | | | | | |
| Revenue | | | | | | |
| DEPT 0000 | | | | | | |
| L00-0000-2701- | REFUND PRIOR YEARS EXP | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| REVENUES | | | | | | |
| L00-1000-1001- | PROPERTY TAXES | \$1,740,047.00 | \$0.00 | \$1,740,047.00 | 100.00% | \$0.00 |
| L00-1000-1002- | APPROPRIATED FUND BALANCE | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-2082- | FINES & CHARGES | \$1,000.00 | \$0.00 | \$1,328.29 | 132.83% | (\$328.29) |
| L00-1000-2401- | INTEREST EARNINGS | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-2401- | INTEREST EARNINGS CAPT | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-2410- | RENTALS | \$13,000.00 | \$0.00 | \$5,200.00 | 40.00% | \$7,800.00 |
| L00-1000-2450- | COMMISSIONS | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-2665- | SALE OF EQUIPMENT | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-2670- | SALES | \$500.00 | \$0.00 | \$61.50 | 12.30% | \$438.50 |
| L00-1000-2680- | INSURANCE RECOVERIES | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-2690- | PLDA - PILOT PROGRAM | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-2700- | REIMB OF MED PART D | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-2701- | REFUND PRIOR YEARS EXP | \$0.00 | \$0.00 | \$733.31 | 0.00% | (\$733.31) |
| L00-1000-2705- | DONATIONS | \$1,500.00 | \$0.00 | \$200.10 | 13.34% | \$1,299.90 |
| L00-1000-2770- | UNCLASSIFIED-OTHER | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-3840- | STATE AID - LIBRARY | \$0.00 | \$0.00 | \$7,634.94 | 0.00% | (\$7,634.94) |
| L00-1000-5031- | INTERFUND TRANSFERS | \$0.00 | \$0.00 | \$17,048.00 | 0.00% | (\$17,048.00) |
| L00-1000-5060- | NYS RETIRE CREDITS | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-8021- | APPROPRIATED FUND BALANCE | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-1000-8021- | APP.FUND BAL RECLASS-599 | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$1,756,047.00 | \$0.00 | \$1,772,253.14 | 100.92% | (\$16,206.14) |
| Total Library Revenues: | | \$1,756,047.00 | \$0.00 | \$1,772,253.14 | 100.92% | (\$16,206.14) |
| Total Library Revenues: | | \$1,756,047.00 | \$0.00 | \$1,772,253.14 | | (\$16,206.14) |
| Total Library Expenditures: | | \$1,773,094.62 | \$48,903.28 | \$1,125,425.40 | | \$647,669.22 |
| Total Library Fund Balance: | | (\$17,047.62) | (\$48,903.28) | \$646,827.74 | | (\$663,875.36) |

Town of North Castle
Statement of Revenues and Expenditures - Compared to Budget
Year (2024) Period (9)

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| Account | Account Description | Budget | MTD Actual | YTD Actual | % Used | Remaining |
|----------------------------------|-------------------------------|---------------|---------------|---------------|--------------|---------------|
| Expenditure | | | | | | |
| JUDGEMENTS & CLAIMS | | | | | | |
| L00-1930-0004- | CONTRACTUAL EXPENDITURE | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| PAYMENT OF MTA PAYROLLTAX | | | | | | |
| L00-1980-0432- | CONTRACTUAL PROFESS.SERV | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| UNCLASSIFIED - MISC. EXP. | | | | | | |
| L00-1989-0434- | CONT. OTHER | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| LIBRARY | | | | | | |
| L00-7410-0009- | LIBRARY.LIBRARY.TRANSFERS | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0110- | SALARIES-FULL TIME | \$614,246.40 | \$0.00 | \$442,775.21 | 72.08% | \$171,471.19 |
| L00-7410-0110- | SALARIES.RETRO | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0116- | STIPEND | \$0.00 | \$0.00 | \$1,346.17 | 0.00% | (\$1,346.17) |
| L00-7410-0118- | LONGEVITY | \$8,000.00 | \$0.00 | \$5,263.38 | 65.79% | \$2,736.62 |
| L00-7410-0118- | LONGEVITY.RETRO | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0120- | SAL. PART TIME | \$140,000.00 | \$0.00 | \$90,441.00 | 64.60% | \$49,559.00 |
| L00-7410-0130- | SAL. OVERTIME | \$5,000.00 | \$0.00 | \$61.66 | 1.23% | \$4,938.34 |
| L00-7410-0130- | SAL. OVERTIME.FOTL.REIMBURSA | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0203- | LIB.EQUIP | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0203- | LIBRARY-EQUIPT.OTHER | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0203- | LIB.EQUIP.AV | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0203- | LIB.EQUIP.TECH | \$5,250.00 | \$0.00 | \$210.46 | 4.01% | \$5,039.54 |
| L00-7410-0203- | LIB.EQUIP.EQUIP REPAIR | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0410- | LIBRARY-BOOKS.-.. | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0410- | LIBRARY-BOOKS-ADULT | \$30,000.00 | \$2,241.69 | \$19,738.76 | 65.80% | \$10,261.24 |
| L00-7410-0410- | LIBRARY-BOOKS-TEEN | \$3,500.00 | \$128.13 | \$1,622.69 | 46.36% | \$1,877.31 |
| L00-7410-0410- | LIBRARY-BOOKS-CHILDRENS | \$18,500.00 | \$1,753.41 | \$11,750.13 | 63.51% | \$6,749.87 |
| L00-7410-0410- | LIBRARY-BOOKS-DIGITAL | \$34,000.00 | \$1,899.64 | \$25,283.43 | 74.36% | \$8,716.57 |
| L00-7410-0410- | LIBRARY-BOOKS-NWP | \$18,000.00 | \$1,661.40 | \$11,527.34 | 64.04% | \$6,472.66 |
| L00-7410-0411- | SUPPLIES & EXPENSES | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0412- | LIBRARY-A.V.MATERIALS.-.- | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0412- | LIBRARY-A.V.MATERIALS-ADULT | \$10,000.00 | \$524.03 | \$2,983.84 | 29.84% | \$7,016.16 |
| L00-7410-0412- | LIBRARY-A.V.MATERIALS-TEEN | \$1,000.00 | \$0.00 | \$0.00 | 0.00% | \$1,000.00 |
| L00-7410-0412- | LIBRARY-A.V.MATERIALS-CHILDR | \$1,500.00 | \$87.71 | \$218.90 | 14.59% | \$1,281.10 |
| L00-7410-0412- | LIBRARY-A.V.MATERIALS-NWP | \$8,000.00 | \$426.45 | \$2,896.40 | 36.21% | \$5,103.60 |
| L00-7410-0413- | LIBRARY-PERIODICALS.MICRO.-.. | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0413- | LIBRARY-PERIODICALS.-.. | \$9,000.00 | \$545.00 | \$7,388.62 | 82.10% | \$1,611.38 |
| L00-7410-0413- | LIBRARY-OTHER SERIALS.-.. | \$1,000.00 | \$0.00 | \$0.00 | 0.00% | \$1,000.00 |
| L00-7410-0415- | LIBRARY-OTH.NON-BOOK MAT.-.-. | \$39,000.00 | \$0.00 | \$15,750.08 | 40.38% | \$23,249.92 |
| L00-7410-0415- | LIBRARY-KITS | \$9,000.00 | \$89.98 | \$531.43 | 5.90% | \$8,468.57 |
| L00-7410-0420- | INSURANCE | \$24,000.00 | \$0.00 | \$2,986.13 | 12.44% | \$21,013.87 |
| L00-7410-0430- | LIBRARY-OFFICE SUPPLY.-.- | \$12,250.00 | \$865.12 | \$7,975.29 | 65.10% | \$4,274.71 |
| L00-7410-0431- | CONT.EQUIP REPAIR & RENT | \$500.00 | \$43.98 | \$255.88 | 51.18% | \$244.12 |
| L00-7410-0431- | LIBRARY-TELEPHONE.-.- | \$5,000.00 | \$299.36 | \$2,555.24 | 51.10% | \$2,444.76 |
| L00-7410-0432- | CONTRACTUAL PROFESS.SERV | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0432- | LIBRARY-PROCESSG CHARGES.-.- | \$1,000.00 | \$216.81 | \$1,617.46 | 161.75% | (\$617.46) |
| L00-7410-0433- | LIBRARY-POSTAGE.-.- | \$350.00 | \$0.00 | \$53.60 | 15.31% | \$296.40 |

Town of North Castle
Statement of Revenues and Expenditures - Compared to Budget
Year (2024) Period (9)

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| Account | Account Description | Budget | MTD Actual | YTD Actual | % Used | Remaining |
|-------------------------------|-------------------------------|-----------------------|--------------------|---------------------|---------------|---------------------|
| L00-7410-0434- | LIBRARY-PUBLICITY/PRINTG.-.- | \$3,050.00 | \$433.32 | \$1,072.16 | 35.15% | \$1,977.84 |
| L00-7410-0435- | LIBRARY-TRAVEL.-.- | \$1,500.00 | \$3.80 | \$889.55 | 59.30% | \$610.45 |
| L00-7410-0436- | LIBRARY WLS:EQUIPMENT.-.- | \$5,000.00 | \$0.00 | \$0.00 | 0.00% | \$5,000.00 |
| L00-7410-0436- | LIBRARY-WLS:VIDEO COOP.-.- | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0436- | LIBRARY-WLS:MAINTENANCE.-.- | \$85,000.00 | \$0.00 | \$87,955.04 | 103.48% | (\$2,955.04) |
| L00-7410-0436- | LIBRARY-WLS:TELECOMM.-.- | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0437- | LIBRARY-PROFESSIONAL FEES.-.- | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0438- | LIBRARY-DUES/CONFERENCES.-.- | \$2,000.00 | \$210.00 | \$511.00 | 25.55% | \$1,489.00 |
| L00-7410-0439- | LIBRARY-EQUIPT.REPAIR.-.- | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0441- | PROF. EXP. ED. & SEMINARS | \$1,000.00 | \$0.00 | \$89.97 | 9.00% | \$910.03 |
| L00-7410-0450- | LIBRARY-FUEL & UTILITIES.-.- | \$45,000.00 | \$3,337.35 | \$28,412.84 | 63.14% | \$16,587.16 |
| L00-7410-0451- | UTILITY TELEPHONE | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0451- | LIBRARY-CUSTODIAL SUPPLY.-.- | \$9,000.00 | \$1,136.67 | \$5,714.95 | 63.50% | \$3,285.05 |
| L00-7410-0451- | UTILITY WATER | \$600.00 | \$0.00 | \$970.80 | 161.80% | (\$370.80) |
| L00-7410-0452- | LIBRARY-BLDG/EQUIP REPAIR.-.- | \$77,048.00 | \$2,240.00 | \$53,497.40 | 69.43% | \$23,550.60 |
| L00-7410-0469- | LIBRARY-BLDG.SERVICE CONT.-.- | \$35,310.00 | \$2,723.41 | \$25,625.48 | 72.57% | \$9,684.52 |
| L00-7410-0470- | WHIPPOORWILL HALL | \$300.00 | \$0.00 | \$320.00 | 106.67% | (\$20.00) |
| L00-7410-0491- | VEHICLE FUEL & OIL | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0492- | VEHICLE REPAIRS | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-7410-0820- | SOCIAL SECURITY | \$61,235.79 | \$0.00 | \$39,092.17 | 63.84% | \$22,143.62 |
| L00-7410-0825- | MTA TAX | \$2,721.59 | \$0.00 | \$3.87 | 0.14% | \$2,717.72 |
| L00-7410-0900- | LIBRARY-PROGRAMMING.-.- | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$1,326,861.78 | \$20,867.26 | \$899,388.33 | 67.78% | \$427,473.45 |
| NYS RETIREMENT | | | | | | |
| L00-9010-0810- | NYS RETIREMENT SYSTEM | \$135,485.17 | \$0.00 | \$0.00 | 0.00% | \$135,485.17 |
| | Subtotal | \$135,485.17 | \$0.00 | \$0.00 | 0.00% | \$135,485.17 |
| WORKERS COMPENSATION | | | | | | |
| L00-9040-0830- | WORKERS COMPENSATION | \$4,267.84 | \$0.00 | \$2,513.27 | 58.89% | \$1,754.57 |
| | Subtotal | \$4,267.84 | \$0.00 | \$2,513.27 | 58.89% | \$1,754.57 |
| NYS UNEMPLOYMENT | | | | | | |
| L00-9050-0800- | UNEMPLOYMENT | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| HOSPITAL & MEDICAL | | | | | | |
| L00-9060-0840- | HEALTH INSURANCE | \$159,726.66 | \$13,310.09 | \$119,790.81 | 75.00% | \$39,935.85 |
| L00-9060-0840- | RETIREE HEALTH INSURANCE | \$121,584.43 | \$14,537.12 | \$84,989.58 | 69.90% | \$36,594.85 |
| L00-9060-0850- | DENTAL VISION & LIFE INS. | \$25,168.74 | \$188.81 | \$15,195.88 | 60.38% | \$9,972.86 |
| L00-9060-0850- | RETIREE DENTAL & VISION INSUR | \$0.00 | \$0.00 | \$3,547.53 | 0.00% | (\$3,547.53) |
| L00-9060-0870- | DISABILITY INSURANCE | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$306,479.83 | \$28,036.02 | \$223,523.80 | 72.93% | \$82,956.03 |
| TRANSFER OUT | | | | | | |
| L00-9950-0009- | TRANSFERS | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| L00-9950-0991- | TRANSFER TO CAPITAL PROJ. FU | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |
| | Subtotal | \$0.00 | \$0.00 | \$0.00 | 0.00% | \$0.00 |

Town of North Castle
Statement of Revenues and Expenditures - Compared to Budget
Year (2024) Period (9)

| Account | Account Description | Budget | MTD Actual | YTD Actual | % Used | Remaining |
|-----------------------------|---------------------|----------------|---------------|----------------|--------|----------------|
| Total Library Expenditures: | | \$1,773,094.62 | \$48,903.28 | \$1,125,425.40 | 63.47% | \$647,669.22 |
| Total Library Revenues: | | \$1,756,047.00 | \$0.00 | \$1,772,253.14 | | (\$16,206.14) |
| Total Library Expenditures: | | \$1,773,094.62 | \$48,903.28 | \$1,125,425.40 | | \$647,669.22 |
| Total Library Fund Balance: | | (\$17,047.62) | (\$48,903.28) | \$646,827.74 | | (\$663,875.36) |

Trial Balance/Actual/Detail

Year 2024 Periods 9 To 9

Town of North Castle

Fund TE0 Private Purpose Trusts

| Account | Description | Begin Balance | Debits | Credits | Encumbrance | Ending Balance |
|----------------------|------------------------------------------------|---------------|--------------|-----------|----------------------|----------------|
| L-LIABILITIES | | | | | | |
| TE0-0000-0091-0015 | LIBRARY TRUST.FRIENDS OF THE L | \$20,473.35 | \$6,434.39 | \$0.00 | \$0.00 | \$26,907.74 |
| 9 461853 | IVDH202409006 DH CHESS CLASSES AT ARM | 09/05/2024 | 09/06/2024 D | \$240.00 | JOHN B. GALLAGHER JR | |
| 9 462005 | IVDH202409009 DH CHILDRENS MUSIC PROG | 09/09/2024 | 09/09/2024 D | \$360.00 | HERSHATTER NANCY J | |
| 9 462006 | IVDH202409009 DH MUSEUM PASSES FOR LI | 09/09/2024 | 09/09/2024 D | \$500.00 | AMERICAN MUSEUM OF N | |
| 9 462007 | IVDH202409009 DH MUSEUM PASS RENEWAL | 09/09/2024 | 09/09/2024 D | \$85.00 | NUNATAKS LTD, DBA GR | |
| 9 462008 | IVDH202409009 DH MUSEUM PASS RENEWAL | 09/09/2024 | 09/09/2024 D | \$85.00 | NUNATAKS LTD, DBA GR | |
| 9 462241 | IVDH202409011 DH PROGRAM SUPPLIES FOR | 09/10/2024 | 09/11/2024 D | \$35.97 | AMAZON (CREDIT CARD) | |
| 9 462242 | IVDH202409011 DH PROGRAM SUPPLIES FOR | 09/10/2024 | 09/11/2024 D | \$72.97 | AMAZON (CREDIT CARD) | |
| 9 462243 | IVDH202409011 DH PROGRAM SUPPLIES FOR | 09/10/2024 | 09/11/2024 D | \$59.96 | AMAZON (CREDIT CARD) | |
| 9 462244 | IVDH202409011 DH PROGRAM SUPPLIES FOR | 09/10/2024 | 09/11/2024 D | \$31.94 | AMAZON (CREDIT CARD) | |
| 9 462245 | IVDH202409011 DH MOVIES FOR NORTH WHI | 09/10/2024 | 09/11/2024 D | \$19.95 | AMAZON (CREDIT CARD) | |
| 9 462246 | IVDH202409011 DH MOVIES FOR NORTH WHITE PLAINS | 09/10/2024 | 09/11/2024 D | (\$19.95) | AMAZON (CREDIT CARD) | |
| 9 462247 | IVDH202409011 DH PROGRAM SUPPLIES FOR | 09/10/2024 | 09/11/2024 D | \$11.99 | AMAZON (CREDIT CARD) | |
| 9 462248 | IVDH202409011 DH PROGRAM SUPPLIES FOR | 09/10/2024 | 09/11/2024 D | \$22.10 | AMAZON (CREDIT CARD) | |
| 9 462258 | IVDH202409012 DH PROGRAM SUPPLIES FOR | 09/10/2024 | 09/11/2024 D | \$89.25 | AMAZON (CREDIT CARD) | |
| 9 462511 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$41.98 | AMAZON (CREDIT CARD) | |
| 9 462512 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$289.25 | AMAZON (CREDIT CARD) | |
| 9 462513 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$88.30 | AMAZON (CREDIT CARD) | |
| 9 462514 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$222.31 | AMAZON (CREDIT CARD) | |
| 9 462515 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$39.94 | AMAZON (CREDIT CARD) | |
| 9 462516 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$3.59 | AMAZON (CREDIT CARD) | |
| 9 462517 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$49.65 | AMAZON (CREDIT CARD) | |
| 9 462518 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$16.58 | AMAZON (CREDIT CARD) | |
| 9 462519 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$63.50 | AMAZON (CREDIT CARD) | |
| 9 462520 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$43.13 | AMAZON (CREDIT CARD) | |
| 9 462521 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$11.66 | AMAZON (CREDIT CARD) | |
| 9 462522 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$5.99 | AMAZON (CREDIT CARD) | |
| 9 462523 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$82.00 | AMAZON (CREDIT CARD) | |
| 9 462524 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$11.98 | AMAZON (CREDIT CARD) | |
| 9 462525 | IVDH202409013 DH PROGRAM SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$21.99 | AMAZON (CREDIT CARD) | |
| 9 462526 | IVDH202409013 DH OFFICE SUPPLIES FOR | 09/11/2024 | 09/12/2024 D | \$11.69 | AMAZON (CREDIT CARD) | |
| 9 462527 | IVDH202409013 DH OFFICE SUPPLIES FOR LIBRARY | 09/11/2024 | 09/12/2024 D | (\$11.69) | AMAZON (CREDIT CARD) | |

Trial Balance/Actual/Detail

Year 2024 Periods 9 To 9

Town of North Castle

Fund TE0 Private Purpose Trusts

| Account | Description | Begin Balance | Debits | Credits | Encumbrance | Ending Balance |
|--------------------|-------------------------------------------------|---------------|--------------|-----------|----------------------|----------------|
| 9 464169 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$138.89 | AMAZON (CREDIT CARD) | |
| 9 464170 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$40.13 | AMAZON (CREDIT CARD) | |
| 9 464171 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$31.43 | AMAZON (CREDIT CARD) | |
| 9 464172 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$80.94 | AMAZON (CREDIT CARD) | |
| 9 464173 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$12.99 | AMAZON (CREDIT CARD) | |
| 9 464174 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$25.46 | AMAZON (CREDIT CARD) | |
| 9 464175 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$33.92 | AMAZON (CREDIT CARD) | |
| 9 464176 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$123.02 | AMAZON (CREDIT CARD) | |
| 9 464177 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$253.91 | AMAZON (CREDIT CARD) | |
| 9 464178 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$69.99 | AMAZON (CREDIT CARD) | |
| 9 464179 | IVDH202409014 DH CUSTODIAL SUPPLIES FOR LIBRARY | 09/12/2024 | 09/13/2024 D | (\$69.99) | AMAZON (CREDIT CARD) | |
| 9 464180 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$37.77 | AMAZON (CREDIT CARD) | |
| 9 464181 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$411.05 | AMAZON (CREDIT CARD) | |
| 9 464182 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$60.41 | AMAZON (CREDIT CARD) | |
| 9 464183 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$325.79 | AMAZON (CREDIT CARD) | |
| 9 464184 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$214.23 | AMAZON (CREDIT CARD) | |
| 9 464185 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$149.20 | AMAZON (CREDIT CARD) | |
| 9 464186 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$20.98 | AMAZON (CREDIT CARD) | |
| 9 464187 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$40.84 | AMAZON (CREDIT CARD) | |
| 9 464188 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$8.49 | AMAZON (CREDIT CARD) | |
| 9 464189 | IVDH202409014 DH PROGRAM SUPPLIES FOR | 09/12/2024 | 09/13/2024 D | \$19.30 | AMAZON (CREDIT CARD) | |
| 9 464400 | IVDH202409016 DH CHILDRENS MUSIC PROG | 09/16/2024 | 09/17/2024 D | \$375.00 | LETS GROOVE CHILDREN | |
| 9 464401 | IVDH202409016 DH CHILDRENS MUSIC PROG | 09/16/2024 | 09/17/2024 D | \$375.00 | LETS GROOVE CHILDREN | |
| 9 464910 | IVDH202409018 DH 9/11 MEMORIAL SUBSCR | 09/18/2024 | 09/20/2024 D | \$212.50 | WESTCHESTER LIBRARY | |
| 9 465133 | IVDH202409021 DH REIMBURSEMENT FOR PR | 09/20/2024 | 09/23/2024 D | \$707.11 | GRIECO SUSAN | |
| 9 465134 | IVDH202409021 DH CHILDRENS PROGRAM AT | 09/20/2024 | 09/23/2024 D | \$150.00 | HALASZ, DAWN | |
| Type Total | | \$20,473.35 | \$6,434.39 | \$0.00 | \$0.00 | \$26,907.74 |
| Fund Total | | \$20,473.35 | \$6,434.39 | \$0.00 | \$0.00 | \$26,907.74 |
| Grand Total | | \$20,473.35 | \$6,434.39 | \$0.00 | \$0.00 | \$26,907.74 |

Priority 1 Items Should be Addressed Immediately

- Electrical – Replacement of Lobby and Reading Room Panelboards
- Plumbing Sewer Line Repairs – Allowance for Thorough / Destructive Investigation
- Foundation Waterproofing at Teen Room for Water Infiltration

(TOTAL: ~\$250K – \$300K)

Priority 1 & 2 Items

(TOTAL: ~\$825K – \$950K)

Priority 2 Items – Should be Addressed Within 1-3 Years (Health & Safety)

- Exterior Egress pathway at Rear of Building
- Allowance for Portion of Structural Items – Truss Repair Study
- Renovations to Stair B – Water infiltration and Code Repairs
- Allowance for Misc. Priority Code Repairs (ADA Access, Doors, etc.)
- Plumbing Sewer Line Repairs – Allowance for Performing the Work
- Plumbing RPZ Backflow Preventers

(TOTAL: ~\$575K – \$650K)

North Castle Library - Armonk Branch

Conceptual Design Cost Estimate

KG+D Architects
September 2024

Renovations and New Additions

Additional Items Related to Facilities Assessment

- Allowance - Structural and Foundation Repairs
- Site/Landscaping Items related to Egress Renovations to Three Interior Stairs
- Exterior Finishes (Select Repairs, Misc Roof Items)
- Allowance - Plumbing / Sewer Line Repairs
- Additional MEP Items
- Allowance - Code Items

| | | | |
|-----------------------|----|------------|------------------------------------|
| | \$ | - | |
| | \$ | 80,000.00 | Teen Room Foundation Waterproofing |
| | \$ | 50,000.00 | Destructive Investigation |
| | \$ | 27,500.00 | Panels/Wiring |
| | \$ | 157,500.00 | |
| | \$ | 157,500.00 | |
| | \$ | 23,625.00 | 15% General Conditions / OH&P |
| | \$ | 181,125.00 | |
| | \$ | 5,433.75 | 3% Bonds and Insurance |
| | \$ | 186,558.75 | |
| | \$ | 14,924.70 | 8% Escalation |
| | \$ | 201,483.45 | |
| | \$ | 30,222.52 | 15% Contingency |
| | \$ | 231,705.97 | |
| | \$ | 34,755.90 | 15% Project Costs |
| | \$ | 266,461.86 | |
| BIDS | | | |
| CONSTRUCTION TOTAL | | | |
| OVERALL PROJECT TOTAL | | | |

DRAFT - PRIORITY 1 ITEMS

North Castle Library - Armonk Branch

Conceptual Design Cost Estimate

Renovations and New Additions

Additional Items Related to Facilities Assessment

| | |
|-------------------------------------------------------------------------------|--|
| Allowance - Structural and Foundation Repairs | |
| Site/Landscaping Items related to Egress Renovations to Three Interior Stairs | |
| Exterior Finishes (Select Repairs, Misc Roof Items) | |
| Allowance - Plumbing / Sewer Line Repairs | |
| Additional MEP Items | |
| Allowance - Code Items | |

| | |
|----|-----------------------------------|
| \$ | - |
| \$ | 25,000.00 Trusses |
| \$ | 45,500.00 Egress Rear of Building |
| \$ | 26,400.00 Stair B |
| \$ | - |
| \$ | 150,000.00 Sewer Line Work |
| \$ | 80,000.00 Backflow Preventer |
| \$ | 25,000.00 |
| \$ | 351,900.00 |

| | | |
|--------------------------|------------|-------------------------------|
| \$ | 351,900.00 | |
| \$ | 52,785.00 | 15% General Conditions / OH&P |
| \$ | 404,685.00 | |
| \$ | 12,140.55 | 3% Bonds and Insurance |
| \$ | 416,825.55 | |
| \$ | 33,346.04 | 8% Escalation |
| BIDS \$ | 450,171.59 | |
| \$ | 67,525.74 | 15% Contingency |
| CONSTRUCTION TOTAL \$ | 517,697.33 | |
| \$ | 77,654.60 | 15% Project Costs |
| OVERALL PROJECT TOTAL \$ | 595,351.93 | |

DRAFT - PRIORITY 2 ITEMS

October 2024 Director's Report Highlights:

- Attended the WLS Circulation Committee Meeting (Director Co-Liaison to the committee) on September 10.
- Attended the Friends of the Library Meeting on September 12 and presented a brief update of the library and overview of Summer Program Highlights.
- Monthly Status Meeting with Armonk full time staff September 18.
- Attended preliminary budget work session with Kevin Hay and Abbas Sura on September 18.
- Attended Public Library Director's Meeting on September 19. Participated in Construction Grants Committee for this grant cycle.
- Met with Anthony Ruvo on September 19 regarding maintenance needs. The Town Maintenance Department has been doing landscaping, tested lawn and snow care equipment, coordinated pest control for the fall and winter months, and has replaced light bulbs throughout the building.
- All staff meeting was held on September 20.
- Panic button systems were checked and tested by Scarsdale Security on September 20.
- Volunteered at the Exit Booth at the Art Show on September 28.
- Part-time clerk, Cheryl Ciarmella has resigned effective October 2. Position posting for part-time clerks is on the WLS job site and in the Town Administrator's Newsletter.
- Exit Interview with Cheryl Ciarmella on October 2.
- Monthly status meeting with Susan Grieco and North White Plains on October 4.

Kathryn Feeley

September 27, 2024

STANDARD MODEL

Town of North Castle
Fiscal Year 2025 Budget
Budget Line Item Report

| Ledger Account | Description | Budget Notes | 2025 | 2024 | 2024 | 2023 | 2022 | 2021 |
|-------------------------|---------------------------|--------------|---------|-----------|-----------|-----------|-----------|-----------|
| | | | Request | Budget | YTD | YE Actual | YE Actual | YE Actual |
| LIBRARY (7410) | | | | | | | | |
| L00-7410-0009-0000-0000 | LIBRARY.LIBRARY.TRANSFE | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0110-0000-0000 | SALARIES-FULL TIME | | \$0 | \$614,246 | \$397,177 | \$623,125 | \$0 | \$0 |
| L00-7410-0110-0000-0009 | SALARIES.RETRO | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0116-0000-0000 | STIPEND | | \$0 | \$0 | \$1,346 | \$6,731 | \$0 | \$0 |
| L00-7410-0118-0000-0000 | LONGEVITY | | \$0 | \$8,000 | \$4,618 | \$7,446 | \$0 | \$0 |
| L00-7410-0118-0000-0009 | LONGEVITY.RETRO | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0120-0000-0000 | SAL. PART TIME | | \$0 | \$140,000 | \$79,030 | \$153,834 | \$0 | \$0 |
| L00-7410-0130-0000-0000 | SAL. OVERTIME | | \$0 | \$5,000 | \$62 | \$249 | \$0 | \$0 |
| L00-7410-0130-0001-0000 | SAL. OVERTIME.FOTL.REIMB | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0203-0012-0001 | LIB.EQUIP | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0203-0012-0002 | LIBRARY-EQUIPT.OTHER | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0203-0012-0003 | LIB.EQUIP.AV | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0203-0012-0004 | LIB.EQUIP.TECH | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0203-0012-0005 | LIB.EQUIP.EQUIP REPAIR | | \$0 | \$5,250 | \$210 | \$965 | \$0 | \$0 |
| L00-7410-0410-0012-0002 | LIBRARY-BOOKS.-.. | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0410-0012-0003 | LIBRARY-BOOKS-ADULT | | \$0 | \$30,000 | \$14,790 | \$30,087 | \$0 | \$0 |
| L00-7410-0410-0012-0004 | LIBRARY-BOOKS-TEEN | | \$0 | \$3,500 | \$1,457 | \$3,370 | \$0 | \$0 |
| L00-7410-0410-0012-0005 | LIBRARY-BOOKS-CHILDRENS | | \$0 | \$18,500 | \$8,260 | \$15,691 | \$0 | \$0 |
| L00-7410-0410-0012-0006 | LIBRARY-BOOKS-DIGITAL | | \$0 | \$34,000 | \$21,426 | \$43,670 | \$0 | \$0 |
| L00-7410-0410-0012-0007 | LIBRARY-BOOKS-NWP | | \$0 | \$18,000 | \$8,316 | \$17,147 | \$0 | \$0 |
| L00-7410-0411-0000-0000 | SUPPLIES & EXPENSES | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0412-0012-0000 | LIBRARY-A.V.MATERIALS.-.- | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0412-0012-0001 | LIBRARY-A.V.MATERIALS-AD | | \$0 | \$10,000 | \$1,894 | \$7,185 | \$0 | \$0 |
| L00-7410-0412-0012-0002 | LIBRARY-A.V.MATERIALS-TE | | \$0 | \$1,000 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0412-0012-0003 | LIBRARY-A.V.MATERIALS-CHI | | \$0 | \$1,500 | \$131 | \$139 | \$0 | \$0 |
| L00-7410-0412-0012-0004 | LIBRARY-A.V.MATERIALS-NW | | \$0 | \$8,000 | \$2,142 | \$6,992 | \$0 | \$0 |

\$697,511

\$88000

\$15000

\$5000

\$30000

\$3500

\$16,500

\$39,000

\$18,000

\$6000

\$500

\$1000

\$8000

Town of North Castle
Fiscal Year 2025 Budget
Budget Line Item Report

| Ledger Account | Description | Budget Notes | 2025 | 2024 | 2024 | 2023 | 2022 | 2021 |
|-------------------------|-----------------------------|--------------|---------|----------|----------|-----------|-----------|-----------|
| Library - Expenditures | | | Request | Budget | YTD | YE Actual | YE Actual | YE Actual |
| L00-7410-0413-0012-0001 | LIBRARY-PERIODICALS,MICR | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0413-0012-0002 | LIBRARY-PERIODICALS.-. | | \$0 | \$9,000 | \$6,665 | \$9,411 | \$0 | \$0 |
| L00-7410-0413-0012-0005 | LIBRARY-OTHER SERIALS.-. | | \$0 | \$1,000 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0415-0012-0000 | LIBRARY-OTH.NON-BOOK MA | | \$0 | \$39,000 | \$15,750 | \$20,471 | \$0 | \$0 |
| L00-7410-0415-0012-0006 | LIBRARY-KITS | | \$0 | \$9,000 | \$441 | \$5,030 | \$0 | \$0 |
| L00-7410-0420-0000-0000 | INSURANCE | | \$0 | \$24,000 | \$2,986 | \$3,796 | \$0 | \$0 |
| L00-7410-0430-0012-0000 | LIBRARY-OFFICE SUPPLY.-. | | \$0 | \$12,250 | \$6,395 | \$13,753 | \$0 | \$0 |
| L00-7410-0431-0000-0000 | CONT.EQUIP REPAIR & RENT | | \$0 | \$500 | \$212 | \$360 | \$0 | \$0 |
| L00-7410-0431-0012-0000 | LIBRARY-TELEPHONE.-. | | \$0 | \$5,000 | \$1,957 | \$4,095 | \$0 | \$0 |
| L00-7410-0432-0000-0000 | CONTRACTUAL PROFESS.SE | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0432-0012-0000 | LIBRARY-PROCESSG CHARG | | \$0 | \$1,000 | \$1,194 | \$1,942 | \$0 | \$0 |
| L00-7410-0433-0012-0000 | LIBRARY-POSTAGE.-. | | \$0 | \$350 | \$54 | \$768 | \$0 | \$0 |
| L00-7410-0434-0012-0000 | LIBRARY-PUBLICITY/PRINTG.- | | \$0 | \$3,050 | \$639 | \$3,441 | \$0 | \$0 |
| L00-7410-0435-0012-0000 | LIBRARY-TRAVEL.-. | | \$0 | \$1,500 | \$747 | \$1,024 | \$0 | \$0 |
| L00-7410-0436-0012-0001 | LIBRARY WLS:EQUIPMENT.-. | | \$0 | \$5,000 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0436-0012-0003 | LIBRARY-WLS:VIDEO COOP.-. | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0436-0012-0004 | LIBRARY-WLS:MAINTENANCE | | \$0 | \$85,000 | \$87,955 | \$84,586 | \$0 | \$0 |
| L00-7410-0436-0012-0005 | LIBRARY-WLS:TELECOMM.-. | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0437-0012-0000 | LIBRARY-PROFESSIONAL FE | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0438-0012-0000 | LIBRARY-DUES/CONFERENC | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0439-0012-0000 | LIBRARY-EQUIPT.REPAIR.-. | | \$0 | \$2,000 | \$301 | \$1,444 | \$0 | \$0 |
| L00-7410-0441-0000-0000 | PROF. EXP. ED. & SEMINARS | | \$0 | \$1,000 | \$90 | \$0 | \$0 | \$0 |
| L00-7410-0450-0012-0000 | LIBRARY-FUEL & UTILITIES.-. | | \$0 | \$45,000 | \$21,284 | \$38,469 | \$0 | \$0 |
| L00-7410-0451-0000-0000 | UTILITY TELEPHONE | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0451-0012-0000 | LIBRARY-CUSTODIAL SUPPL | | \$0 | \$9,000 | \$4,383 | \$7,364 | \$0 | \$0 |
| L00-7410-0451-0101-0000 | UTILITY WATER | | \$0 | \$600 | \$709 | \$1,132 | \$0 | \$0 |
| L00-7410-0452-0012-0000 | LIBRARY-BLDG/EQUIP REPAI | | \$0 | \$77,048 | \$48,057 | \$212,614 | \$0 | \$0 |
| L00-7410-0469-0012-0000 | LIBRARY-BLDG.SERVICE CO | | \$0 | \$35,310 | \$15,659 | \$43,664 | \$0 | \$0 |

\$4000
\$1000
\$39000
\$19000

\$12500
\$500
\$5000

\$2000
\$350
\$3000
\$1500

\$88,799

\$2000

\$1000
\$45000

\$9000
\$1200
\$122,649
\$36000

Town of North Castle
Fiscal Year 2025 Budget
Budget Line Item Report

Ledger Account Description Budget Notes

| | | 2025 | 2024 | 2024 | 2023 | 2022 | 2021 |
|-------------------------------|-----------------------|---------|-------------|-----------|-------------|-----------|-----------|
| | | Request | Budget | YTD | YE Actual | YE Actual | YE Actual |
| Library - Expenditures | | | | | | | |
| L00-7410-0470-0012-0000 | WHIPPOORWILL HALL | \$0 | \$300 | \$290 | \$1,225 | \$0 | \$0 |
| L00-7410-0491-0000-0000 | VEHICLE FUEL & OIL | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0492-0000-0000 | VEHICLE REPAIRS | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| L00-7410-0820-0000-0000 | SOCIAL SECURITY | \$0 | \$61,236 | \$34,915 | \$56,393 | \$0 | \$0 |
| L00-7410-0825-0000-0000 | MTA TAX | \$0 | \$2,722 | \$4 | \$1,934 | \$0 | \$0 |
| L00-7410-0900-0012-0000 | LIBRARY-PROGRAMMING-- | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total: | | \$0 | \$1,326,862 | \$791,544 | \$1,429,550 | \$0 | \$0 |

\$ 1000

0

0

0

| | 2025 | 2024 | 2024 | 2024 | 2023 | 2022 |
|----------------------------------|---------|-------------|-----------|-------------|-----------|-----------|
| | Request | Budget | YTD | YE Actual | YE Actual | YE Actual |
| Total Library Expenditure | \$0 | \$1,326,862 | \$791,544 | \$1,429,550 | \$0 | \$0 |

| S. No. | Fund | Dept | Account Code | Account Description | Description of Item / Service or Vendor | 2025 Request | Account Code Total | 2026 | 2027 | 2028 | 2029 |
|--------------|------|------|----------------|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------------|-------------------|-------------------|-------------------|-------------------|
| 1 | L | 7410 | 0203.0012.004 | Library Equipment - Tech | For repairs or replacement to any of the equipment in Whippoorwill Hall or the Gallery. List of equipment includes: Soundboard, Lightboard, Playback equipment, Projector, Stage Lights, Mics, Stands, and Cables. | 5,000.00 | 5,000.00 | 5,500.00 | 5,500.00 | 6,000.00 | 6,000.00 |
| 2 | L | 7410 | 0415.0012 | Other Non Book Materials | Online databases | 39,000.00 | 39,000.00 | 40,000.00 | 40,500.00 | 41,000.00 | 41,500.00 |
| 3 | L | 7410 | 0430.0012 | Library Office Supplies | Labels, Stickers, Bar codes, Covers, Paper, Folders, Pens, Receipt tape, other small office supplies (paperclips, staples, etc.) | 12,500.00 | 12,500.00 | 12,500.00 | 12,750.00 | 13,000.00 | 13,250.00 |
| 4 | L | 7410 | 0434.0012 | Publicity / Printing | Posters for events | 3,000.00 | 3,000.00 | 3,100.00 | 3,150.00 | 3,200.00 | 3,250.00 |
| 5 | L | 7410 | 0435.0012 | Travel | Mileage expenses | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,600.00 | 1,600.00 |
| 6 | L | 7410 | 0436.0012.0001 | IT Equipment | Repair or replacement of any Library IT equipment, monitors, label printers, scanners. | - | - | - | - | - | - |
| 7 | L | 7410 | 0436.0012.0004 | WLS Maintenance | IT Support services including computer maintenance, helpdesk support, servers, firewalls, internet, WiFi, website hosting, electronic signage, catalog maintenance and WLS access. | 88,799.00 | 88,799.00 | 92,350.00 | 96,044.00 | 99,885.00 | 103,880.00 |
| 8 | L | 7410 | 0436.0012 | Dues / Conferences | Membership to Armonk Chamber of Commerce, Library Trustees Association of NYS, Westchester Library System, ALA | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 9 | L | 7410 | 0441 | Prof. Exp. Ed. & Seminars | New York Library Association conference and ALA Conventions, Classes & Seminars | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 10 | L | 7410 | 0452.0012 | Building / Equipment Repair | Repair and maintenance of building and misc. equipment: (Book drops: NWP (\$7800), Armonk (\$9669 and \$7800, total \$25,269), Carpet Cleaning NWP (\$1680), Power Washing Armonk (\$3400), Facilities Assessment NWP (\$7500) | 122,649.00 | 122,649.00 | 78,000.00 | 79,000.00 | 80,000.00 | 81,000.00 |
| 12 | L | 7410 | 0469.0012 | Building Service Contractual | Xerox Corporation (Copier) | 2,000.00 | 2,000.00 | 2,100.00 | 2,200.00 | 2,300.00 | 2,400.00 |
| 13 | L | 7410 | 0469.0012 | Building Service Contractual | First Citizen (previously DeLage) Financial (2 Copiers) | 2,800.00 | 2,800.00 | 2,900.00 | 3,000.00 | 3,100.00 | 3,200.00 |
| 14 | L | 7410 | 0469.0012 | Building Service Contractual | Ready Refresh, Corp Coffee Svc (Coffee machine) | 1,000.00 | 1,000.00 | 1,000.00 | 1,100.00 | 1,200.00 | 1,300.00 |
| 15 | L | 7410 | 0469.0012 | Building Service Contractual | Fire Protection | 650.00 | 650.00 | 650.00 | 700.00 | 750.00 | 800.00 |
| 16 | L | 7410 | 0469.0012 | Building Service Contractual | Cleaning Contract | 18,500.00 | 18,500.00 | 18,500.00 | 18,750.00 | 19,000.00 | 19,250.00 |
| 17 | L | 7410 | 0469.0012 | Building Service Contractual | Scarsdale Security (Quarterly Alarm Monitoring, Smoke Detector Testing, Smoke Detector Repair) | 6,500.00 | 6,500.00 | 6,600.00 | 6,700.00 | 6,800.00 | 6,900.00 |
| 18 | L | 7410 | 0469.0012 | Building Service Contractual | Aqua Turf Irrigation | 1,500.00 | 1,500.00 | 1,600.00 | 1,700.00 | 1,800.00 | 1,900.00 |
| 19 | L | 7410 | 0469.0012 | Building Service Contractual | Peak Power (Generator) | 1,200.00 | 1,200.00 | 1,300.00 | 1,400.00 | 1,500.00 | 1,600.00 |
| 20 | L | 7410 | 0469.0012 | Building Service Contractual | Miscellaneous services | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| TOTAL | | | | | | | 344,748.00 | 271,600.00 | 277,994.00 | 285,135.00 | 291,830.00 |



Banned Books Week was launched in 1982 in response to a sudden surge in the number of challenges to books in libraries, bookstores, and schools. Typically (but not always) held during the last week of September, the annual event highlights the value of free and open access to information and brings together the entire book community — librarians, educators, authors, publishers, booksellers, and readers of all types — in shared support of the freedom to seek and to express ideas.

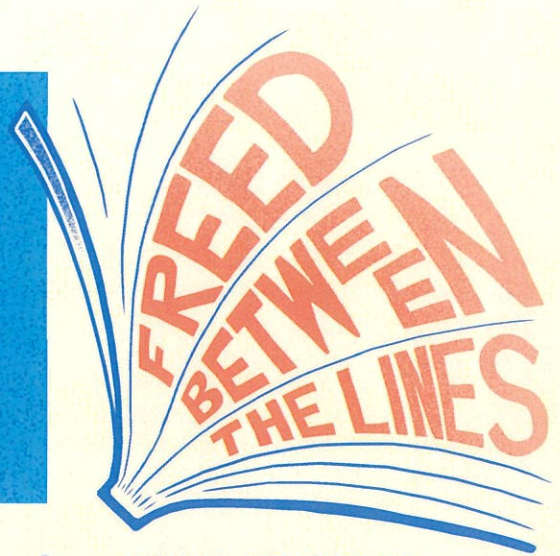
Some key points to remember about the right to read and how libraries play a role in that include:

- Libraries are committed to intellectual freedom. We support everyone’s freedom to choose what they want to read.
- Libraries provide age/developmentally appropriate books and resources on every topic, including controversial ones without making assumptions about what people need.
- Libraries provide access to books that offer teachable moments for readers of all ages and expand our understanding of people with different backgrounds, ideas, and beliefs.
- Our community has people from all walks of life, traditions, and experiences - libraries are proud to serve everyone who walks through our doors without judgment.
- We use a board-approved collection development policy.
- Displays/collections are curated by certified professional librarians.
- We can trust individuals to make their own decisions about what they read and believe.
- Parents have the right to guide their own children's reading, but parents should not be making decisions for other parents' children. Specifically, a small group of parents should not dictate what books other people's children are allowed to read.
- Stories can help kids make sense of the world, and help parents find the words to answer their kids' big questions.
- Books are tools for understanding complex issues. Limiting young people's access to books does not protect them from life's complex and challenging issues.

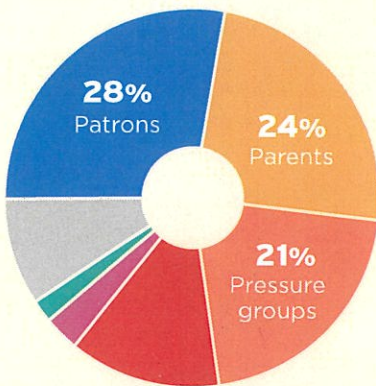
Every library should have some version of the Request for Reconsideration Form (NCPL’s is located under the “Policies” tab on the website). This form is included in the library’s Collection Management Policy (<https://www.northcastlelibrary.org/board-of-trustees/collection-management-policy/>).

CENSORSHIP BY THE NUMBERS

In 2023, the American Library Association documented the highest number of titles targeted for censorship since ALA began compiling data more than 20 years ago. 4,240 unique titles were challenged last year, up from 2,571 targeted in 2022. [Learn more at ala.org/bbooks](https://ala.org/bbooks)



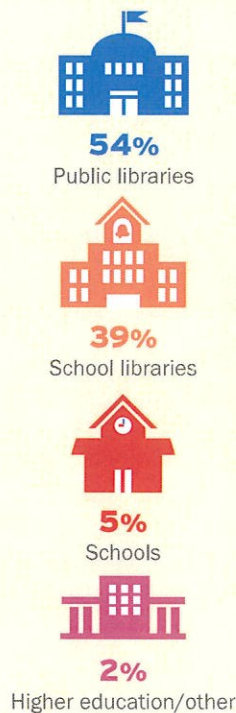
WHO INITIATES ATTEMPTS TO CENSOR BOOKS?



- 13% Board/administration
- 3% Librarians/teachers/staff
- 2% Elected officials/government
- 9% Other/unknown

Statistics based on 954 cases.

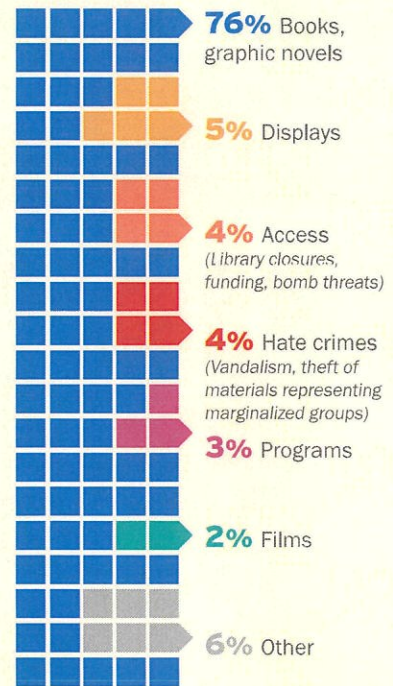
WHERE DO CENSORSHIP ATTEMPTS TAKE PLACE?



Statistics based on 1,247 cases with known locations.

BOOKS AND BEYOND

ALA's Office for Intellectual Freedom tracked **1,247 censorship attempts** in 2023. Here's the breakdown:



CENSORSHIP ON THE RISE

The unparalleled number of unique titles targeted in 2023 marked a 65% increase over 2022. During the two decades prior to 2021, the average number of unique titles targeted per year was 273.

CENSORSHIP STATISTICS COMPILED BY:



OFFICE FOR
Intellectual Freedom
American Library Association

NUMBER OF UNIQUE TITLES CHALLENGED BY YEAR

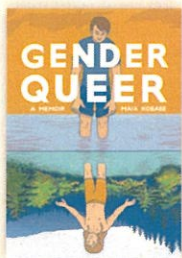


TOP 10 MOST CHALLENGED BOOKS OF 2023

The American Library Association documented **1,247 attempts to censor** materials and services at libraries, schools, and universities in 2023. Of the **4,240 unique titles** that were challenged or banned in 2023, here are the top 10 most frequently challenged.



1



GENDER QUEER

by Maia Kobabe

REASONS: LGBTQIA+ content, claimed to be sexually explicit

2

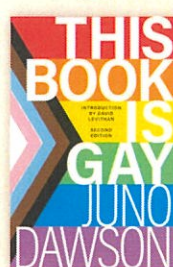


ALL BOYS AREN'T BLUE

by George M. Johnson

REASONS: LGBTQIA+ content, claimed to be sexually explicit

3



THIS BOOK IS GAY

by Juno Dawson

REASONS: LGBTQIA+ content, sex education, claimed to be sexually explicit

4



THE PERKS OF BEING A WALLFLOWER

by Stephen Chbosky

REASONS: claimed to be sexually explicit, LGBTQIA+ content, rape, drugs, profanity

5

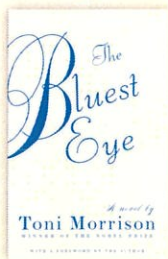


FLAMER

by Mike Curato

REASONS: LGBTQIA+ content, claimed to be sexually explicit

6

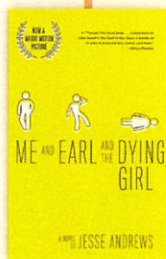


THE BLUEST EYE

by Toni Morrison

REASONS: rape, incest, claimed to be sexually explicit, EDI content

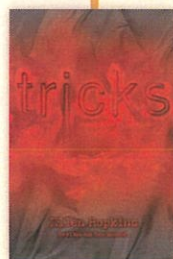
7/8



ME AND EARL AND THE DYING GIRL

by Jesse Andrews

REASONS: claimed to be sexually explicit, profanity

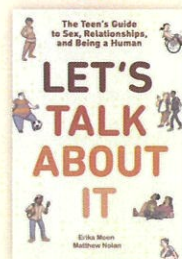


TRICKS

by Ellen Hopkins

REASONS: claimed to be sexually explicit, drugs, rape, LGBTQIA+ content

9

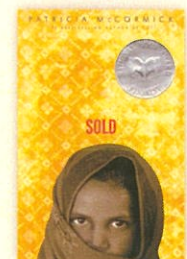


LET'S TALK ABOUT IT

by Erika Moen and Matthew Nolan

REASONS: claimed to be sexually explicit, sex education, LGBTQIA+ content

10



SOLD

by Patricia McCormick

REASONS: claimed to be sexually explicit, rape



OFFICE FOR
Intellectual Freedom
American Library Association

September 17, 2024

Dear Kathryn Feeley,

I am writing to formally resign from my position as Library Clerk at the North Castle, North White Plains Library effective October 2, 2024.

I am grateful for the opportunities that I gained while working with the library.

Thank you.

**Sincerely,
Cheryl Ciaramella**

Cheryl Ciaramella

North Castle Public Library

2025 Holidays

| | | |
|------------------------|------------------------|--------|
| Floater *** | Any time during 2025 | |
| New Year's Day | Wednesday, January 1 | Closed |
| Martin L. King Jr. Day | Monday, January 20 | Closed |
| Presidents' Day | Monday, February 17 | Closed |
| Easter | Sunday, April 20 | Closed |
| Memorial Day | Monday, May 26 | Closed |
| Independence Day | Friday, July 4 | Closed |
| Labor Day | Monday, September 1 | Closed |
| Columbus Day | Monday, October 13 | Closed |
| Veterans Day | Tuesday, November 11 | Closed |
| Thanksgiving Day | Thursday, November 27 | Closed |
| Christmas Eve | Wednesday, December 24 | Closed |
| Christmas Day | Thursday, December 25 | Closed |
| New Year's Eve | Wednesday, December 31 | Closed |

*** Floater is for employees hired before April 1, 2014

SUMMER at the LIBRARY

BY THE NUMBERS



25,818
total checkouts

19,012 Books

2,546 Audio

4,260 e-Books

853
people signed up



630
kids

80
teens

153
adults



27,030
library visits

From June to August the library averaged over 290 visitors each day!

327
programs



**K
I
D
S**

191
programs

8,817
attendees

**T
E
E
N
S**

5
programs

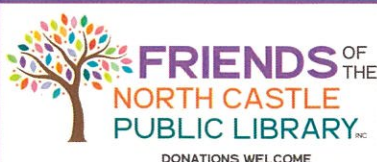
262
attendees

**A
D
U
L
T
S**

131
programs

1,332
attendees

146
museum passes borrowed



Sponsoring exciting, fun and thought-provoking programming for our community, and improvements to our library facility.

Thank you for your support!

northcastlelibrary.org

NCPL Door Counter 2023 & 2024

| Door Counter 2023 | | |
|--------------------------|---------------|---------------|
| | Armonk | NWP |
| January | 3,562 | 2,414 |
| February | 3,473 | 2,395 |
| March | 3,927 | 2,578 |
| April | 4,107 | 3,057 |
| May | 4,467 | 3,343 |
| June | 7,782 | 3,787 |
| July | 4,766 | 4,705 |
| August | 4,612 | 3,995 |
| September | 5,081 | 3,941 |
| October | 6,651 | 2,897 |
| November | 3,020 | 3,268 |
| December | 2,687 | 2,304 |
| TOTAL | 54,135 | 38,684 |
| | | 92,819 |

| Door Counter 2024 | | |
|--------------------------|---------------|---------------|
| | Armonk | NWP |
| January | 2,687 | 2,746 |
| February | 2,346 | 2,985 |
| March | 2,815 | 3,358 |
| April | 2,628 | 3,011 |
| May | 3,780 | 3,005 |
| June | 6,900 | 3,713 |
| July | 4,402 | 4,260 |
| August | 4,411 | 4,194 |
| September | 3,565 | 2,915 |
| October | | |
| November | | |
| December | | |
| TOTAL | 33,534 | 30,187 |
| | | 63,721 |

| 2023 vs 2024 | | | | | |
|---------------------|---------------|--------------|------------|---------------|--|
| | Armonk | % +/- | NWP | % +/-* | |
| January | -875 | -25% | 332 | 14% | |
| February | -1,127 | -32% | 590 | 25% | |
| March | -1,112 | -28% | 780 | 30% | |
| April | -1,479 | -36% | -46 | -2% | |
| May | -687 | -15% | -338 | -10% | |
| June | -882 | -11% | -74 | -2% | |
| July | -364 | -8% | -445 | -9% | |
| August | -201 | -4% | 199 | 5% | |
| September | -1,516 | -30% | -1,026 | -26% | |
| October | | | | | |
| November | | | | | |
| December | | | | | |
| YTD | -8,243 | | -28 | | |

NCPL Program Attendance 2023 & 2024

| Program Attendance 2023 | | |
|--------------------------------|---------------|---------------|
| | Armonk | NWP |
| January | 1,973 | 463 |
| February | 1,723 | 469 |
| March | 2,474 | 621 |
| April | 2,088 | 762 |
| May | 2,094 | 609 |
| June | 3,153 | 1,545 |
| July | 2,233 | 954 |
| August | 2,330 | 1,303 |
| September | 1,591 | 583 |
| October | 3,528 | 635 |
| November | 1,970 | 761 |
| December | 1,001 | 623 |
| TOTAL | 26,158 | 9,328 |
| | | 35,486 |

| Program Attendance 2024 | | |
|--------------------------------|---------------|---------------|
| | Armonk | NWP |
| January | 861 | 663 |
| February | 1,420 | 772 |
| March | 1,331 | 754 |
| April | 1,816 | 743 |
| May | 2,035 | 762 |
| June | 3,529 | 1,704 |
| July | 2,421 | 1,399 |
| August | 6,641 | 2,843 |
| September | 2,063 | 619 |
| October | | |
| November | | |
| December | | |
| TOTAL | 22,117 | 10,259 |
| | | 32,376 |

| 2023 vs 2024 | |
|---------------------|------------|
| Armonk | NWP |
| -1,112 | 200 |
| -303 | 303 |
| -1,143 | 133 |
| -272 | -19 |
| -59 | 153 |
| 376 | 159 |
| 188 | 445 |
| 4,311 | 1,540 |
| 472 | 36 |
| | |
| | |
| | |

*****Please note, all virtual programming attendance is reflected in the ARM numbers.*****

NCA children's program stats 2024

| Program Name | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC | TOTAL SESSIONS | TOTAL PARTICIPANTS |
|-----------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|----------------|--------------------|
| ARM Ages 0-5 | 1 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 11 | 182 |
| Toddler Yoga | 1 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 13 | 724 |
| TuneBugs | 1 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 28 | 890 |
| Bounce the Baby | 2 | 5 | 183 | 4 | 141 | 3 | 88 | 3 | 94 | 2 | 56 | 3 | 21 | 937 |
| Mother Goose | 1 | 25 | 2 | 35 | 4 | 202 | 3 | 150 | 2 | 100 | 3 | 150 | 13 | 195 |
| Science Lab grab-n-go | | | | | | | | | | | | | | |
| Free Play | | | | | | | | | | | | | | |
| Dawny Dew | | | | | | | | | | | | | | |
| 5 | 130 | 11 | 356 | 12 | 461 | 12 | 444 | 16 | 503 | 9 | 326 | 14 | 314 | 3257 |

| Program Name | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC | TOTAL SESSIONS | TOTAL PARTICIPANTS |
|-------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|------|-----|----------------|--------------------|
| ARM Ages 6-12 | 2 | 256 | 4 | 376 | 4 | 406 | 4 | 476 | 3 | 340 | 3 | 550 | 5 | 678 |
| Grab-n-Go | | | | | | | | | | | | | | |
| Afternoon Activity | | | | | | | | | | | | | | |
| Scavenger Hunt | | | | | | | | | | | | | | |
| Wildlife Show & Tell | | | | | | | | | | | | | | |
| Science Club | | | | | | | | | | | | | | |
| Museums with Mairra | | | | | | | | | | | | | | |
| Talewise (Science Program) | | | | | | | | | | | | | | |
| Spring Tie Dye | | | | | | | | | | | | | | |
| History of the Yankees | | | | | | | | | | | | | | |
| Summer Reading Kick-off | | | | | | | | | | | | | | |
| Jester Jim | | | | | | | | | | | | | | |
| animal embassy | | | | | | | | | | | | | | |
| Summer Reading Registration | | | | | | | | | | | | | | |
| Summer Reading Raffle Entries | | | | | | | | | | | | | | |
| 3 | 266 | 6 | 533 | 6 | 434 | 8 | 906 | 5 | 533 | 5 | 1378 | 8 | 1209 | 6870 |

| Program Name | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC | TOTAL SESSIONS | TOTAL PARTICIPANTS |
|-------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|----------------|--------------------|
| ARM Teen | | | | | | | | | | | | | | |
| Grab-n-go | | | | | | | | | | | | | | |
| Board Game Club | | | | | | | | | | | | | | |
| Summer Reading Registration | | | | | | | | | | | | | | |
| Summer Reading Raffle Entries | | | | | | | | | | | | | | |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 326 |

| Program Name | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC | TOTAL SESSIONS | TOTAL PARTICIPANTS |
|-------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|----------------|--------------------|
| ARM Teen | | | | | | | | | | | | | | |
| Grab-n-go | | | | | | | | | | | | | | |
| Board Game Club | | | | | | | | | | | | | | |
| Summer Reading Registration | | | | | | | | | | | | | | |
| Summer Reading Raffle Entries | | | | | | | | | | | | | | |
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 326 |

| Program Name | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC | TOTAL PARTICIPANTS | | | | | | | | | | | | | | |
|-----------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|------|--------------------|------|-----|------|-----|-----|---|-----|---|-----|---|-----|------|------|------|
| NWP Youth | 2 | 55 | 37 | 2 | 60 | 3 | 82 | 1 | 25 | 2 | 63 | 0 | 0 | 0 | 2 | 38 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 | 360 | | |
| Toddler Yoga | 4 | 86 | 3 | 120 | 4 | 110 | 5 | 130 | 4 | 111 | 4 | 165 | 4 | 157 | 4 | 137 | 4 | 137 | 4 | 137 | 4 | 137 | 4 | 137 | 36 | 1153 | |
| 123 Sing With Nancy | 5 | 90 | 4 | 70 | 4 | 57 | 4 | 36 | 4 | 70 | 3 | 57 | 5 | 81 | 4 | 79 | 4 | 52 | 4 | 52 | 4 | 52 | 4 | 52 | 37 | 592 | |
| Mother Goose Story Time | 3 | 34 | 3 | 25 | 4 | 36 | 4 | 32 | 5 | 21 | 4 | 51 | 3 | 37 | 5 | 71 | 4 | 67 | 4 | 67 | 4 | 67 | 4 | 67 | 35 | 374 | |
| Bounce the Baby | 1 | 22 | 2 | 53 | 2 | 31 | 2 | 42 | 2 | 42 | 2 | 56 | 5 | 115 | 3 | 75 | 2 | 26 | 2 | 26 | 2 | 26 | 2 | 26 | 21 | 462 | |
| Preschool Story and Craft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 23 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 23 | |
| Play and Learn | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Free Play | 4 | 38 | 3 | 22 | 1 | 5 | 1 | 8 | 1 | 9 | 2 | 16 | 1 | 5 | 2 | 13 | 1 | 7 | 1 | 7 | 1 | 7 | 1 | 7 | 16 | 123 | |
| Lunch Bunch | 4 | 70 | 5 | 88 | 4 | 76 | 4 | 64 | 5 | 79 | 4 | 70 | 3 | 81 | 5 | 105 | 4 | 68 | 4 | 68 | 4 | 68 | 4 | 68 | 38 | 701 | |
| Drop In Craft | 0 | 0 | 0 | 0 | 1 | 15 | 0 | 0 | 0 | 0 | 1 | 5 | 3 | 44 | 3 | 21 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 | 85 |
| Osmo/Dash | 0 | 0 | 0 | 0 | 1 | 28 | 0 | 0 | 0 | 0 | 0 | 4 | 53 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 81 | |
| Discovery Time | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 36 | |
| Art Exploration | 0 | 0 | 1 | 20 | 1 | 40 | 0 | 1 | 6 | 1 | 26 | 3 | 95 | 4 | 110 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 11 | 297 | |
| Junior Chefs | 0 | 0 | 2 | 24 | 1 | 25 | 1 | 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 60 | |
| Kids Crafts (school breaks) | 0 | 0 | 1 | 20 | 0 | 0 | 1 | 16 | 0 | 0 | 0 | 0 | 0 | 1 | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 49 | |
| Lego | 0 | 0 | 1 | 20 | 0 | 0 | 1 | 16 | 0 | 0 | 0 | 0 | 0 | 1 | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 60 | |
| Sensory Play (sand & water) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 53 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 49 | |
| Take Home Crafts | 4 | 182 | 5 | 246 | 4 | 229 | 4 | 215 | 5 | 251 | 4 | 239 | 4 | 154 | 5 | 355 | 4 | 181 | 4 | 181 | 4 | 181 | 4 | 181 | 39 | 2052 | |
| Summer Reading Kickoff - Dinosaurs Rock | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 50 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 50 | |
| Summer Reading Kickoff - Dinosaurs Rock | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 25 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 25 | |
| Wooden Animal Painting | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 47 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 47 | |
| Magic Show (summer) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 35 | |
| Cookie Decorating (summer) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 35 | |
| Crafts on the Deck | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 13 | 5 | 134 | 2 | 33 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 | 180 | |
| Unplugged (Board Games and Puzzles) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 8 | 5 | 54 | 2 | 19 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 | 81 | |
| School Summer Reading Flyers (Outreach) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 771 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 771 | |
| Summer Reading Registration - children | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 137 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 137 | | |
| Summer Reading Registration - children | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19 | 1047 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19 | 1047 | | |
| Summer Reading Raffle Entries | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 103 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 103 | | |
| Summer Reading Pins | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 214 | 5 | 220 | 0 | 0 | 0 | 0 | 0 | 0 | 10 | 434 | | |
| Weekly Challenges (summer) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | 27 | 577 | 30 | 725 | 29 | 712 | 29 | 636 | 34 | 680 | 33 | 1615 | 52 | 1294 | 71 | 2609 | 25 | 576 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 329 | 9424 |

| Program Name | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC | TOTAL PARTICIPANTS |
|-----------------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|--------------------|
| NWP Teen | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Take Home Crafts - TEENS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Teen Craft - TEENS | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Summer Reading Registration | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 17 | 0 | 0 | 0 | 17 |
| Summer Reading Raffle | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8 | 127 | 0 | 0 | 0 | 127 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 144 | 0 | 0 | 0 | 146 |

| Program Name | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC | TOTAL PARTICIPANTS |
|------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|--------------------|
| NWP Non-Library Sponsored Programs | 1 | 50 | 0 | 0 | 1 | 45 | 1 | 35 | 1 | 28 | 0 | 0 | 158 |
| Non-Library Sponsored Programs | 1 | 50 | 0 | 0 | 1 | 45 | 1 | 35 | 1 | 28 | 0 | 0 | 158 |